



FINANCE COMMITTEE

DECEMBER 21, 2009

MINUTES

I. CALL TO ORDER

Chair Nancy Backus called the meeting to order at 5:00 p.m. in the Council Conference Room at Auburn City Hall, located at 25 West Main Street in Auburn. Chair Backus, Vice Chair Bill Peloza, and Member Lynn Norman were present. Present during the meeting were Mayor Peter B. Lewis, Finance Director Shelley Coleman, Human Resources and Risk/Property Management Director Brenda Heineman, Acting Director of Planning, Building and Community Kevin Snyder, Senior Planner Karen Scharer, and Deputy City Clerk Cathy Richardson. Auburn Area Chamber of Commerce President and Chief Operating Officer Nancy Wyatt was also present.

II. CONSENT ITEMS

A. Approval of Minutes

1. Minutes of the December 7, 2009 Finance Committee meeting.

Vice Chair Peloza moved and Member Norman seconded to approve the December 7, 2009 minutes.

MOTION CARRIED UNANIMOUSLY. 3-0.

B. Vouchers

1. Claims

F4.9.5

Claims check numbers 390975 through 391393 in the amount of \$3,140,456.51 and one wire transfer in the amount of \$461,304.62 and dated December 21, 2009.

2. Payroll

F4.9.2

Payroll check numbers 527892 to 528014 in the amount of \$779,468.64 and electronic deposit transmissions in the amount of \$1,176,809.26 for a grand total of \$1,956,277.90 for the pay period covering December 3, 2009 to December 16, 2009.

Committee members reviewed the consent items and briefly discussed claim vouchers 391008, 391095, 391113, 391188, 391243 and 391259.

Vice Chair Peloza moved and Member Norman seconded to approve the vouchers.

MOTION CARRIED UNANIMOUSLY. 3-0.

III. ORDINANCES AND RESOLUTIONS

A. Ordinances

1. Ordinance No. 6278

F3.22

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6215, the 2009-2010 Biennial Budget Ordinance as amended by Ordinance No. 6226 and Ordinance No. 6246 authorizing amendment to the City of Auburn 2009-2010 budget as set forth in Schedule "A"

Finance Director Shelley Coleman distributed revised Schedule "A" to Ordinance No. 6278 and reviewed modifications to page 4, Capital Leases.

Vice Chair Peloza moved and Member Norman seconded to approve Ordinance No. 6278.

MOTION CARRIED UNANIMOUSLY. 3-0.

2. Ordinance No. 6285

F3.22

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6215, the 2009-2010 Biennial Budget Ordinance as amended by Ordinance No.

6226 and Ordinance No. 6246 and Ordinance No. 6278 authorizing amendment to the City of Auburn 2009-2010 budget as set forth in Schedule "A"

Committee members briefly discussed Ordinance No. 6285.

Vice Chair Peloza moved and Member Norman seconded to approve Ordinance No. 6285.

MOTION CARRIED UNANIMOUSLY. 3-0.

B. Resolutions

1. Resolution No. 4547

O1.8

A Resolution of the City Council of the City of Auburn, Washington, supporting a secure, convenient medicine return program to reduce the public safety and environmental impacts of unwanted medicines

Committee members reviewed Resolution No. 4545.

Vice Chair Peloza moved and Member Norman seconded to approve Resolution No. 4547.

MOTION CARRIED UNANIMOUSLY. 3-0.

2. Resolution No. 4548

A3.16.3

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and the City Clerk to execute an Agreement for Services between the City of Auburn and the Auburn Area Chamber of Commerce to operate a Visitor Information Center, promote tourism awareness within the City and to provide services associated with supporting the City's economic development efforts

Committee members briefly discussed Resolution No. 4548.

Vice Chair Peloza moved and Member Norman seconded to approve Resolution No. 4548.

MOTION CARRIED UNANIMOUSLY. 3-0.

3. Resolution No. 4549

A3.16.3

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute an Agreement with Thompson Smith Consulting Group, Inc. to assist the City to secure water rights from the Washington State Department of Ecology for the purposes of meeting the City's water needs

Mayor Lewis reported that the Thompson Smith Consulting Group was contracted to complete the agreement with the Cascade Water Alliance, which is in the final stages of completion. The agreement should be finalized within the first quarter of year 2010. The agreement with Thompson Smith Consulting Group will conclude at that time.

Vice Chair Pelosa moved and Member Norman seconded to approve Resolution No. 4549.

MOTION CARRIED UNANIMOUSLY. 3-0.

4. Resolution No. 4550

A3.16.3

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute a contract with Washington Advocates², LLC for consulting services

Mayor Lewis reviewed the work being done by Washington Advocates² and upcoming meetings scheduled for January 2010.

Vice Chair Pelosa moved and Member Norman seconded to approve Resolution No. 4550.

MOTION CARRIED UNANIMOUSLY. 3-0.

5. Resolution No. 4552

F4.3

A Resolution of the City Council of the City of Auburn, Washington, providing for amendment to the City of Auburn Fee Schedule, to adjust for 2010 fees

Committee members reviewed Resolution No. 4552.

Vice Chair Peloza moved and Member Norman seconded to approve Resolution No. 4552.

MOTION CARRIED UNANIMOUSLY. 3-0.

IV. DISCUSSION ITEMS

A. Ordinance No. 6282

F4.3

An Ordinance of the City Council of the City of Auburn, Washington, related to the Current Use Assessment Tax Program, extending and modifying Ordinance No. 6232 for Current Use Application criteria, appointing members to the Joint Determining Authority, and assessing application fees

Committee members reviewed the structure of the appointment of members to the Joint Determining Authority.

B. Ordinance No. 6286

An Ordinance of the City Council of the City of Auburn, Washington, amending Sections 13.06.360, 134.20.440 and 13.48.100 of the Auburn City Code relating to utility rates

Finance Director Coleman reported that Ordinance No. 6286 pertains to water, sewer and storm utility rates. The amendments will support capital improvements as detailed in the Six Year Capital Improvement Plan. Director Coleman will provide a summary of rate structure increases.

Mayor Lewis commended staff efforts with regard to keeping the rate increases lower than previously anticipated and pointed out that the City's utility systems are approximately 118 years old.

C. Vice Chair Bill Peloza

Chair Backus expressed her appreciation to Vice Chair Peloza for his diligence, attention to detail, and years of service on the Finance Committee.

VI. ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 5:30 p.m.

APPROVED THE _____ DAY OF JANUARY 2010.

Nancy Backus, Chair

Cathy Richardson, Deputy City Clerk